

**Archuleta County Combined Dispatch Executive Management Board of
Directors Special meeting**

April 22, 2019

12:15pm- 3:00pm

**MEETING LOCATION: Archuleta County Commissioners Office, 398 Lewis
Street, Pagosa Springs, Colorado**

Meeting called by: Connie Cook, Chairperson

Meeting Minutes

1. Call to Order

The meeting was called to order at 12:21pm. Those in attendance were Deputy Fire Chief Karn Macht (PFPD, as Proxy for Chief Larson), Chief Rockensock (PSPD), County Manager Scott Wall, Connie Cook (PSMC EMS), Jason Webb (PSMC, as Proxy for Dr. Rhonda Webb), Undersheriff Derek Woodman (as Proxy for Sheriff Valdez), Don Peterson (PFPD), Andrea Phillips (Town of PS).

2. Executive Session-Dispatch Manager Second Interviews for Finalists (12:15 pm to 3:30 pm estimated)

Executive Session Per C.R.S. 24-6-402(4)(f) to Discuss a Personnel Matter Pertaining to Interviewing Candidates for the Dispatch Manager and Not Involving: Any Specific Employees Who Have Requested Discussion of the Matter in Open Session; Any Member of this Body or Any Elected Official; the Appointment of Any Person to Fill an Office of This Body or of an Elected Official; or Personnel Policies That Do Not Require the Discussion of Matters Personal to Particular Employees; and Section 24-6-402(4)(e): for the purposes of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiator(s) relative to the hiring of a new Dispatch Manager.

A motion was made by Scott Wall to enter into executive session per the above statute, second by Chief Rockensock, motion carried. Executive session entered at 12:29pm.

Below candidates were asked attached set of questions and all completed reviewer notes were submitted to Flora Goheen, Archuleta County Administrative Assistant.

Executive session exited at 2:34pm.

The interview order for Monday afternoon;

Kati Harr – 12:30 pm

Jack Caviness – 1:30 pm

Tonya Hamilton – 2:30 pm

3. Discussion – Dispatch Manager finalists/next steps to filling position:

- Return to regular session at 2:35pm.
- A motion was made by Chief Rockensock to make a conditional offer of employment to Katherine Harr for the Executive Dispatch Manager position, designating Board Chair, Connie Cook, as the person to enter into employment negotiations for salary with the starting annual salary not to exceed \$80,000 per year. Motion seconded by Derek Woodman, motion carried unanimously.
- Board agreed that Flora Goheen would follow up with candidates not selected.
- Board agreed that if Ms. Harr declines the conditional offer, the position will be opened back up and the hiring process will start over.

4. Adjourn

Scott motioned to adjourn the meeting and Chief Rockensock seconded. The meeting was adjourned at 2:39pm.